

## **Friends of Rosebank Health Patient Participation Group (PPG) Minutes of Annual General Meeting held 10<sup>th</sup> April 2019**

**Present:** Rita Leach (RL) (Chair), Elizabeth Mudway (EM), Belle James (BJ), John Matthews (JM), Pam Coesedge (PC), John Dyde (JD), Wendy Hubbard (WH), Trefor Hughes (TH), Jan Brookes (JB), Jenny Hill (JH), Christine Barnett (CB), Susan Davies (SD), Dr M Roberts (MR), Susie Graham (SG), Kelly Grinter (KG), Sue Hawkins (SH)

### **1. Welcome**

RL welcomed members to the Annual General Meeting.

### **2. Apologies**

Olga Allison (OA), Nasreen Patel (NP), Sandra Matthews (SM), Janet Sawyer (JS), Jon Tremeer (JT)

### **3. Election**

- **Chair**

RL agreed to stand for Chair. There were no other members wishing to stand for Chair. EM proposed and BJ seconded the re-election of RL. All agreed.

- **Deputy Chair**

TH agreed to stand for Deputy Chair. There were no other members wishing to stand for Deputy Chair. BJ proposed and JD seconded the election of TH. All agreed.

- **Secretary**

There were no members wishing to stand for Secretary. It was proposed by RL that SH remains as Secretary. All members agreed.

The new Terms of Reference require a Treasurer and Trustees to be elected.

- **Treasurer**

Members elected Kelly Grinter as Treasurer

- **Trustees**

Rita Leach, Belle James, Trefor Hughes, Susan Davies, Susie Graham

**4. Review of Terms of Reference**

Terms of Reference for Friends of Rosebank Health Patient Participation Group were discussed and adopted by the Group. These were signed by Rita Leach (Chair) on behalf of the PPG and Susie Graham as General Practice representative.

There was no further business discussed.

Signed: ..... (Chair)

Date: .....